

May 13, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
Los Angeles, California 90012

Dear Supervisors:

**REQUEST FOR APPROPRIATION ADJUSTMENTS
(4 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve an Appropriation Adjustment in the Narcotic Enforcement Fund to move \$1,158,000 from Services and Supplies to Other Charges to enable the Department to make the first lease payment on the six (6) helicopters as approved by the Board of Supervisors on August 27, 2002;
2. Approve an Appropriation Adjustment in the Inmate Welfare Fund to move \$17,646,000 from Services and Supplies to Operating Transfer Out to properly reflect the reimbursement to the Sheriff's Department for custody facilities maintenance costs; and
3. Approve an Appropriation Adjustment in the Jail Store Fund to cancel the \$441,000 Designation for Public Safety and move all funds to Residual Equity Transfer to enable the Department to close out the Jail Store Fund and transfer funding to the Inmate Welfare Fund.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The requested actions will properly align appropriation in the Sheriff's Department's Special Revenue Funds to reflect the impending expenditures of the Department.

Implementation of Strategic Plan Goals

The requested actions will implement Strategic Plan Goal Number 4, Fiscal Responsibility, by properly adjusting the Sheriff's Department's Special Revenue Funds budget to reflect actual expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Narcotic Enforcement Fund

On August 27, 2002, the Board of Supervisors approved the acquisition and financing of six (6) helicopters with ancillary equipment and services. This action will move \$1,158,000 from Services and Supplies to Other Charges in the Narcotic Enforcement Fund for the payment of the required lease payment. Lease-purchase payments are paid from the Other Charges account.

Inmate Welfare Fund

The Inmate Welfare Fund reimburses the Sheriff's Department for custody facilities maintenance. For these types of transactions, operating transfers are used to transfer payments from one fund to another County fund. This action will transfer \$17,646,000 from Services and Supplies to Operating Transfer Out to properly align the Inmate Welfare Fund.

Jail Store Fund

The Jail Store Fund provides for the maintenance of a store for jail inmates and is funded by revenue received by the sale of personal supplies that are not otherwise provided by the County. With the implementation of the contract for the provision of jail commissary services, the Jail Store Fund is no longer required. Revenue generated by the contract will be deposited directly into the Inmate Welfare Fund.

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This action will cancel \$441,000 from Designation for Public Safety and move all funds to Residual Equity Transfer in the Jail Store Fund to enable the transfer of these funds to the Inmate Welfare fund to be utilized for the benefit, education, and welfare of the inmates confined within our County jails.

FISCAL IMPACT/FINANCING

The requested actions move existing funding within special funds and will not result in any additional net County cost.

IMPACT ON CURRENT SERVICES

The requested actions will enable the Sheriff's Department to meet its obligatory and operational requirements.

CONCLUSION

Upon Board approval, please return an adopted copy of the Board letter to the Sheriff's Department, Administrative Services Division, Financial Programs Bureau.

Respectfully submitted,

LEROY D. BACA
SHERIFF

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LBD:ALL:WLW:yc

(Administrative Services Division-Financial Programs Bureau)

c: Executive Office of the Board
 Each Supervisorial District
 David Janssen, Chief Administrative Officer
 Lloyd W. Pellman, County Counsel
 J. Tyler McCauley, Auditor-Controller
 Brian Mahan, CAO Budget Analyst
 Paul K. Tanaka, Chief, Administrative Services Division
 Andrew L. Lamberto, A/Asst Division Director, ASD
 Patricia Hawkins, Director, Fiscal Administration
 Wendy Watanabe, Director, Financial Programs Bureau
 Glen Dragovich, Assistant Director, Financial Programs Bureau
 Judi E. Thomas, Assistant Director, Fiscal Administration
 Conrad Meredith, Manager, Budget Services
 Vicky Morcos, Manager, Grants Accounting and Special Funds